

NPS EMP

**Environmental Management System
Reporting: Transparency in Progress**

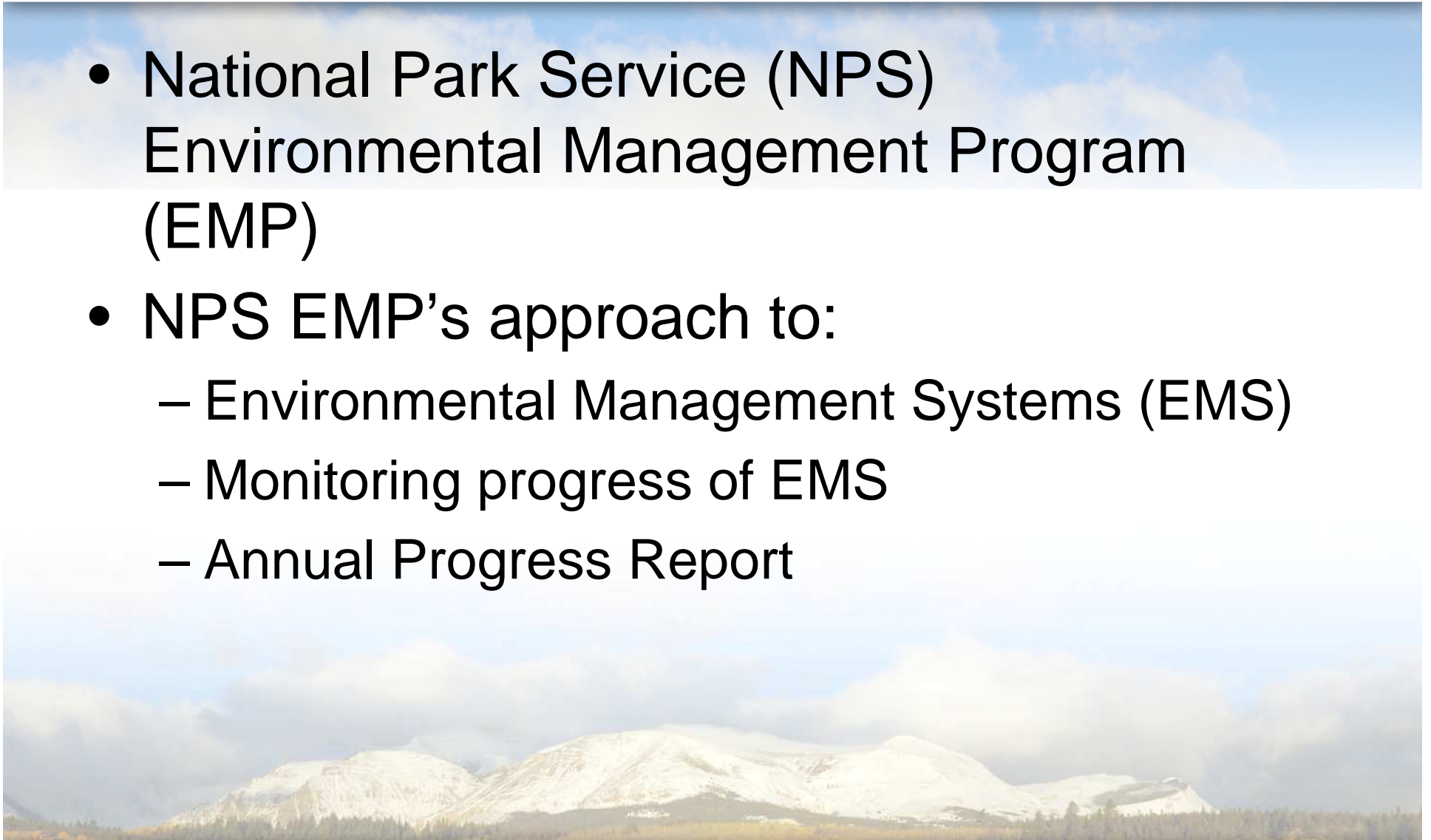


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U.S. Department of the Interior



Agenda

- National Park Service (NPS)
Environmental Management Program (EMP)
- NPS EMP's approach to:
 - Environmental Management Systems (EMS)
 - Monitoring progress of EMS
 - Annual Progress Report



Environmental Management Program

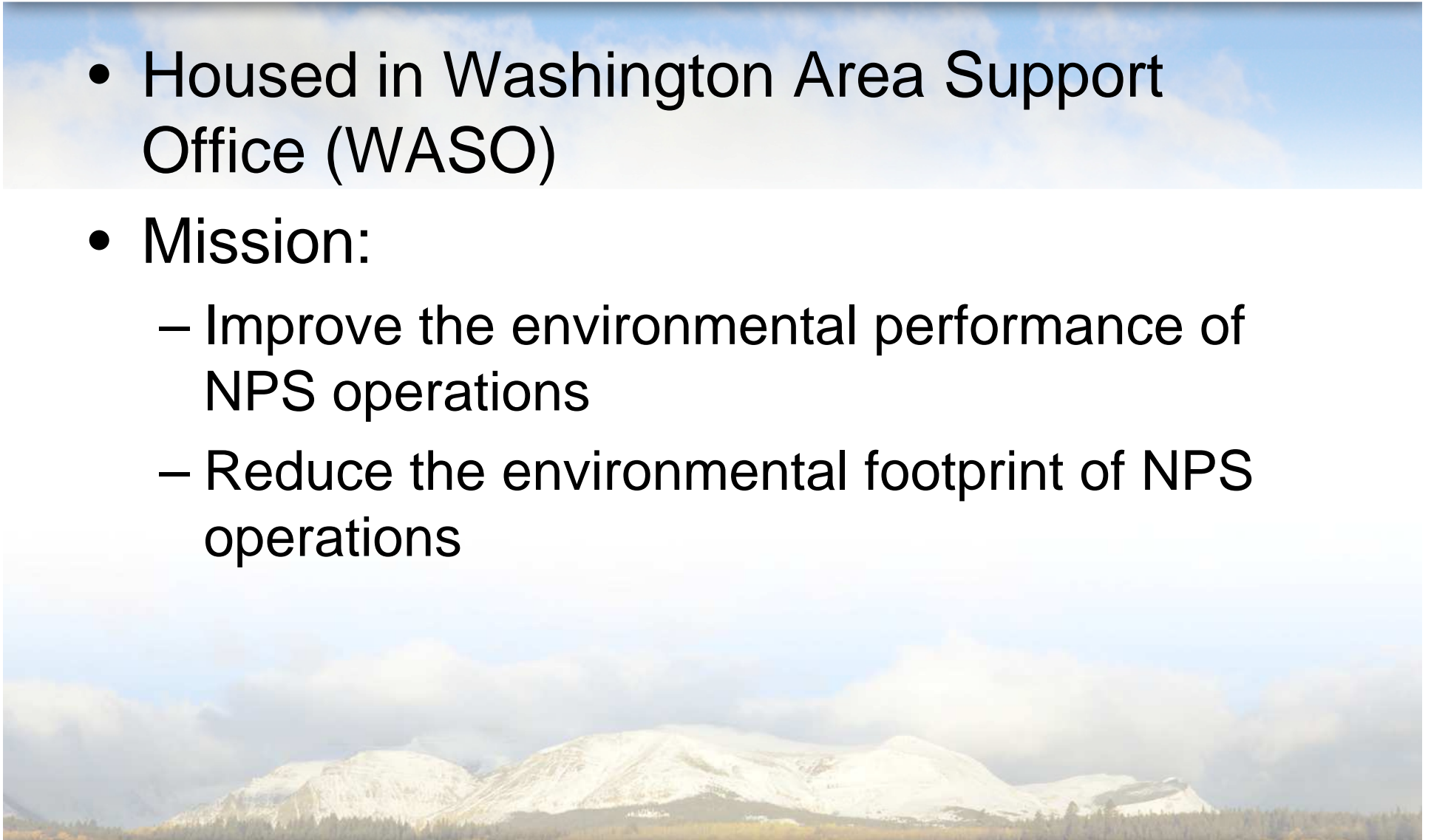


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NPS EMP

- Housed in Washington Area Support Office (WASO)
- Mission:
 - Improve the environmental performance of NPS operations
 - Reduce the environmental footprint of NPS operations



NPS EMP

Functions:

- Develop policy
- Provide guidance
- Initiate new and manage on-going programs
- Review performance
- Address regulatory and enforcement matters
- Facilitate organizational change to meet emerging environmental challenges
- Assist NPS to manage and improve their environmental performance

NPS EMP

Core functions:

- EMS
- Environmental Auditing Program
- Emergency Preparedness
- Contaminated Sites Program
- Energy Conservation
- Pollution Prevention
- Awards Program

EMS Efforts



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Background

- Executive Order (EO) 13148, *Greening the Government Through Leadership in Environmental Management*, 2000
- Department of the Interior (DOI)
Departmental Manual (DM) Part 515
Chapter 4, *Environmental Management Systems*

Required NPS to implement an EMS at all applicable facilities by December 31, 2005

NPS EMP EMS Efforts

- Directors Order (DO) 13 A, *Environmental Management Systems*

Communicates the policies for development and implementation, as well as a framework for EMS at all organizational levels to ensure consistency

- NPS EMS Model and Toolkit

Based on ISO 14001

- Contains minimum requirements and guidance for development of EMS

- Pilot Program

Initiated in 2003

- Training
- Hotline
- Intranet

- Training

Two-day training sessions held in 2004 in each park region

- Over 500 park personnel from 332 facilities completed the training

NPS EMP EMS Efforts

EO 13423, *Strengthening Federal Environmental, Energy and Transportation Management* was signed on January 24, 2007

Future efforts:

- Update NPS policy
- Update EMS Model and Toolkit
- Training

Evaluation of EMS Performance



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Evaluation of EMS Performance

In 2004, the EMP began tracking EMS progress via intranet-based reporting system:

- Two-tiered system
 - Basic elements of an EMS and implementation status
 - OMB Scorecard (Scorecard)
- Annual and quarterly updates by parks

Evaluation of EMS Performance

First tier:

- Parks individually submit data via intranet relating to development and implementation of an EMS
- Questions address progress related to the NPS EMS protocol:
 - Environmental Commitment Statement
 - Facility Activities and Environmental Impacts
 - Goals, Objectives and Targets
 - Roles, Responsibilities, and Accountability
 - Document Control, Recordkeeping, and Reporting
 - Communication
 - Training
 - Monitoring, Measurement, Corrective Action, and Management Review

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Park Reporting

Organization

[1] Has the park received Environmental Management Training ?

Yes ☒ No ☐

[2] Has the park organized its Environmental Management Team (EMT)?

Yes ☒ No ☐ Partially ☐

Environmental Commitment Statement

[3] Has the park developed its Environmental Commitment Statement (ECS)?

Yes ☐ No ☐ Partially ☒

Facility Activities and Environmental Impacts

[4] Has the park developed a list of Environmental Interactions?

Yes ☐ No ☐ Partially ☒

[5] Has the park performed an Impact Assessment and Scoring effort?

Yes ☐ No ☒ Partially ☐

Goals, Objectives, and Targets

[6] Has the park selected its goals, objectives and targets?

Yes ☐ No ☒ Partially ☐

I

[7] Has the park developed Environmental Management Program (EMP) initiatives to support the chosen goals, objectives and targets?

Yes ☐ No ☒ Partially ☐

Roles, Responsibilities, and Accountability

[8] Has the park assigned roles and responsibilities to its EMT and any others involved in developing the park's EMS?

Yes ☒ No ☐ Partially ☐

Document Control, Record keeping, and Reporting

[9] Has the park establishes a document control system (either separate for EMS or integrated with other park systems)?

Yes ☐ No ☒ Partially ☐

[10] Has the park developed a list of its environmental documentation and environmental records?

Yes ☐ No ☒ Partially ☐

Communication

[11] Has the park developed a communication strategy for internal and external communication regarding EMS and other environmental matters?

Yes ☐ No ☐ Partially ☒

Training

[12] Has the park developed an environmental training plan or matrix?

Yes ☐ No ☒ Partially ☐

[13] Has the park developed an Environmental Training Record or tracking system?

Yes ☐ No ☒ Partially ☐

Monitoring, Measurement, Corrective Action, and Management Review

[14] Has the park developed procedures for conducting periodic self assessments of its EMS Elements and associated EMS components?

Yes ☐ No ☒ Partially ☐

[15] Has the park developed a formal corrective action procedure for use in tracking and addressing EMS deficiencies (including compliance)?

Yes ☐ No ☒ Partially ☐

[16] Has the park conducted a management review of its EMS with all Elements complete and functional?

Yes ☐ No ☒ Partially ☐

Submit

Evaluation of EMS Performance

Based on the park's responses to the 16 questions, the park will be categorized as one of the following:

- Started
- In progress
- Deployed



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REGION	PARK TRAINED	% TRAINED	PARK STARTED	% STARTED	EMS IN PROGRESS	% IN PROGRESS	EMS DEPLOYED	% DEPLOYED	EMS SCORE					
									#	%	#	%	#	%
AR	12	100.00	11	91.67	11	91.67	11	91.67	8	66.67	1	8.33	1	8.33
IMR	73	100.00	69	94.52	68	93.15	66	90.41	5	7.26	58	79.45	5	6.92
MWR	51	100.00	51	100.00	51	100.00	51	100.00	2	3.92	47	92.16	2	3.92
NCR	13	100.00	13	100.00	13	100.00	13	100.00	1	7.69	11	84.62	1	7.69
NER	48	97.96	45	91.84	42	85.71	32	65.31	3	7.14	32	65.31	13	28.57
PWR	50	100.00	50	100.00	50	100.00	50	100.00	1	2.00	39	78.00	1	2.00
SER	50	100.00	48	96.00	47	94.00	42	84.00	5	10.00	37	74.00	8	16.00
TOTALS	297	99.66	287	96.31	282	94.63	265	88.93	24	11.41	232	77.85	32	10.74

Total Parks [AR 12](#) | [IMR 73](#) | [MWR 51](#) | [NCR 13](#) | [NER 49](#) | [PWR 50](#) | [SER 50](#)

Trained, indicates the park representative(s) had received NPS EMS training or other equivalent training.
Question #1 - "yes"

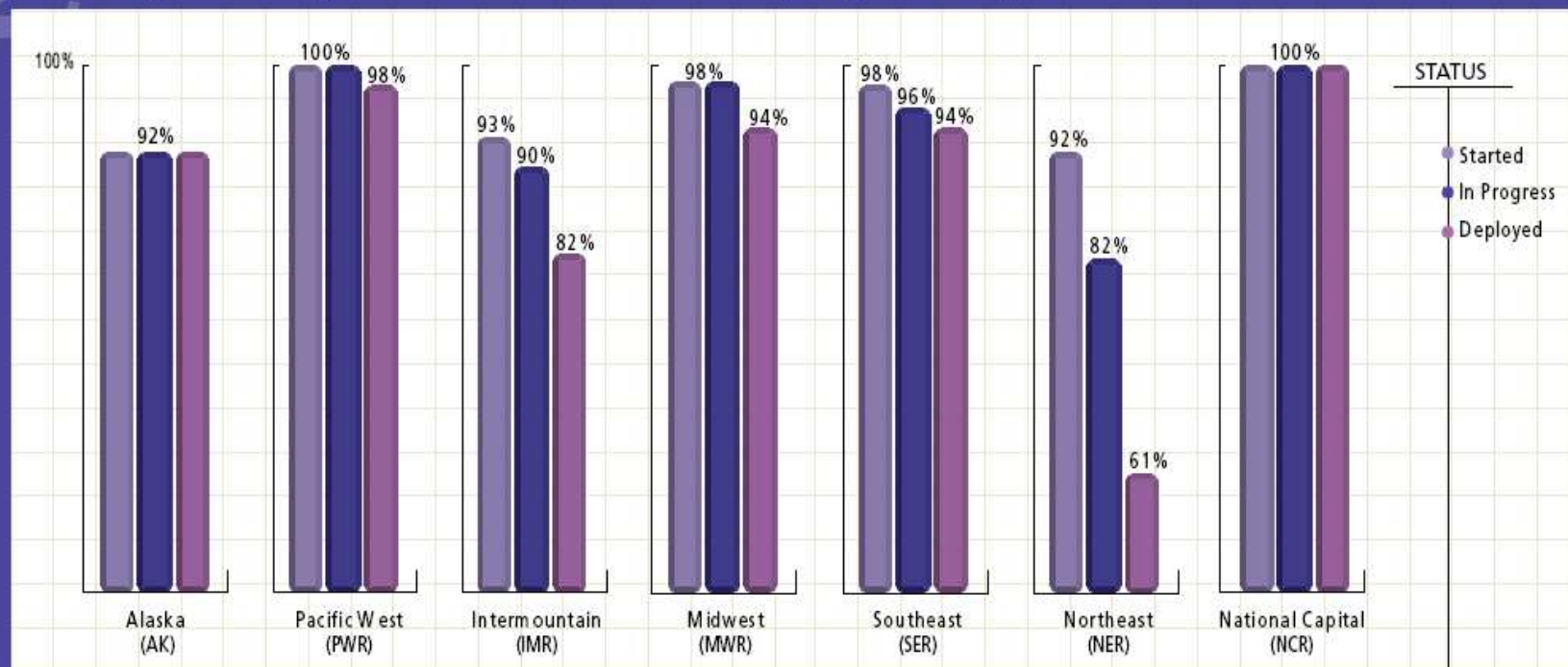
Started indicates that the park had organized its EMS Team, and developed Environmental Commitment Statement. Question #1-#3 - "yes"

In Progress indicates, the park had assigned roles and responsibilities to execute the developed Environmental Management Plan that address its environmental interactions and its impacts. Also selected its goals, objectives, and targets. Question #1- #8 - "yes"

Deployed indicates Parks have fully implemented all EMS procedures and activities required by all eight elements. Question #1- #16" - "yes"

EMS Implementation by Region through FY 2007

Figure 2
Self-Reported Progress of EMS Implementation by Region through FY 2007



OMB Scorecard

In FY 2006, the OMB developed an EMS Scorecard required for reporting by Federal agencies

Used by NPS EMP as an additional tool to measure annual progress of EMS



OMB Scorecard

Second Tier:

Scorecard data is submitted via intranet

- Minimum standards are required for each metric, and each park location is measured against each of these standards
- Metrics measured by OMB are similar to those used by the NPS



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ENVIRONMENTAL ASPECTS

- ☐ A Significant environmental aspects were not identified during this reporting period or previously.
- ☐ B Significant environmental aspects were identified during this reporting period or previously; an established procedure was not used for this process.
- ☐ C An established procedure was used to identify significant environmental aspects during this reporting period or previously; however, previously identified significant environmental aspects were not re-evaluated within this period
- ☒ D Environmental aspects identified in a previous year were re-evaluated during this period using an established procedure and updated (added/deleted/modified) as appropriate

GOALS, OBJECTIVES AND TARGETS

- ☐ A Measurable environmental goals, objectives and targets were not identified, reviewed and updated as appropriate during this reporting period.
- ☐ B Measurable environmental goals, objectives and targets were identified, reviewed and updated as appropriate; 0-49% of targets were on schedule during this reporting period.
- ☐ C Measurable environmental goals, objectives and targets were identified, reviewed and updated as appropriate 50-79% of targets were on schedule during this reporting period.
- ☒ D Measurable environmental goals, objectives and targets were identified, reviewed and updated as appropriate 80-100% of targets were on schedule during this reporting period.

OPERATIONAL CONTROLS

- ☐ A Documented operational controls to address significant aspects consistent with goals, objectives, and targets were not established during this reporting period or previously.
- ☐ B Documented operational controls to address significant aspects consistent with goals, objectives, and targets were established during this reporting period or previously and have been partially implemented
- ☐ C Documented operational controls to address significant aspects consistent with goals, objectives, and targets were established during this reporting period or previously and are fully implemented.
- ☒ D During this reporting period, previously documented operational controls to address significant aspects consistent with goals, objectives, and targets were fully implemented; in addition, they were reviewed during the year, and/or updated (i.e. supplemented, revised, deleted) as appropriate.

ENVIRONMENTAL TRAINING

- ☐ A Training requirements to ensure individual competence or responsibilities were not identified during this reporting period or previously.
- ☐ B Training requirements to ensure individual competence or responsibilities were identified during this reporting period or previously but training was not available and/or carried out.
- ☐ C Training requirements to ensure individual competence or responsibilities were identified during this reporting period or previously and training was available and carried out, and recorded during this reporting period.
- ☒ D Training procedures were established to ensure that training requirements for individual competence and responsibility were identified; training was available and carried out during this reporting period; training is recorded and tracked; and training requirements are monitored, revised and refresher training provided, as appropriate, to maintain competence

CONTRACTS

- ☐ A Facility has not carried out a process to identify appropriate contracts in which to include EMS requirements.
- ☒ B Facility has carried out a process to identify appropriate contracts, but has not modified appropriate contracts to include EMS requirements.

OMB Scorecard

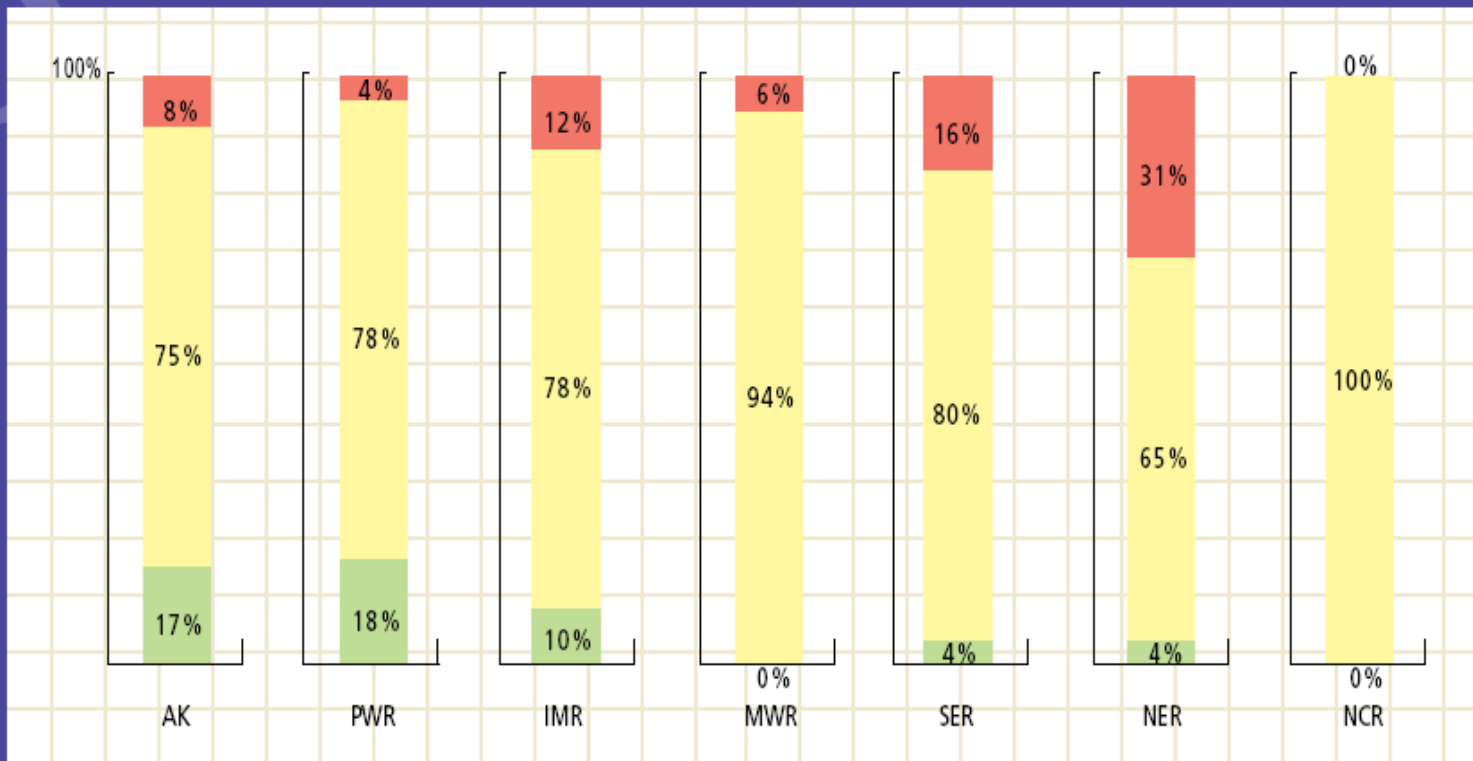
Depending on each score, the park will fall into one of three categories:

- **Green:**
Full Implementation
- **Yellow:**
Partial Implementation
- **Red:**
Not Yet Implemented



Data Collection-OMB Scorecard Performance by Region for FY 2007

Figure 3
Self-Reported OMB Scorecard Performance for FY 2007



OMB Scorecard

Differences between EMP's self-reporting and Scorecard reporting:

- Scorecard assesses implementation on an annual basis; annual reporting required
- Scorecard includes assessment for operational control and contracts
- EMP assesses implementation during development of an EMS; reporting is no longer required once EMS is deployed

Evaluation of EMS Performance

Benefits of collecting data via intranet process:

- EMP can track individual and regional EMS progress through a centralized, organized process
 - Easy to produce required reports
 - Offer assistance
 - Provide recognition
- Proactive management

Evaluation of EMS Performance

Challenges of collecting data via intranet process:

- Participation
- Data quality
- Individuals struggle with Scorecard language



Evaluation of EMS Performance

Evaluation is reinforced during compliance audit process:

- Audit occurs once every 3-5 years
- Auditors evaluate the park's EMS against minimum requirements for each of the eight elements and Scorecard criteria
 - Provide documentation and recommendations for improvements
 - Provide EMP self-reporting and Scorecard EMS scores

Annual Progress Report



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Annual Progress Report

EMP Annual Progress Report (Report)

- Initiated in FY 2003
- Published annually
- Available on NPS intranet



Annual Progress Report

Purpose of Report:

- Illustrate annual environmental performance of NPS
- Measure progress against environmental objectives
- Provide recognition for successes
- Identify areas for improvement
- Information sharing

Annual Progress Report

Organization of Report:

- Objective

Effective and documented EMS
in all regions and at WASO

- Justification

- Efforts Made

- Results

- Case Studies

Environmental Management Systems

An Environmental Management System (EMS) can help an organization achieve exceptional environmental performance. To help implement EMSs at parks and the National Park Service (NPS) facilities, the Environmental Management Program (EMP) provides NPS staff with EMS training and implementation tools. In addition, the EMP sponsors assessments of EMS implementation progress through the Environmental Audit Program (EAP).

Objective

Implement an efficient, comprehensive, and systematic approach to environmental management at all parks. An EMS is a proactive approach to environmental management that emphasizes external goal setting and planning to achieve lasting environmental benefits. An EMS is based on effectiveness, efficiency, and continuous improvement instead of reactive, crisis-based management. The following metric is monitored to achieve this objective:

- Effective and documented EMSs in all Regions and Washington Area Support Office.

Justification

The EMP prepared NPS Director's Order (DO) 13A, Environmental Management Systems, which requires implementation of a Service-wide EMS to guide environmental decision-making and actions at all levels. This was

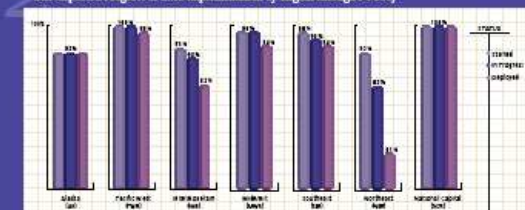
in response to Executive Order (EO) 13448 and The U.S. Department of the Interior (DOI) Manual Part 515. The January 2007 EO 13421, Strengthening Federal Environmental, Energy, and Transportation Management, revoked EO 13448, but reinforced the required implementation of EMSs for federal agencies.

Efforts Made

The EMP developed a web-based self-reporting system for parks to record the status of their EMS implementation. Parks report their annual progress on environmental aspects: goals, objectives and targets; operational controls; environmental training; contracts; EMS audit and evaluation procedures; EMS evaluation; and management review. As of FY 2007, all parks had conducted initial EMS training and most parks (at least 90 percent) had completed the initial elements: organization of an EMS Team and development of an environmental commitment statement.

Starting in 2006, all federal agencies were required to complete an annual "scorecard" of EMS implementation status for the Office of Management and Budget (OMB). The scorecard uses a "traffic light" grading system: green for full implementation, yellow for partial implementation, and red for not yet implemented. For FY 07, the NPS EMS status is yellow—partial implementation. This score reflects that more than 85 percent of parks have partially

Figure 3
Self-Reported Progress of EMS Implementation by Region through FY 2007

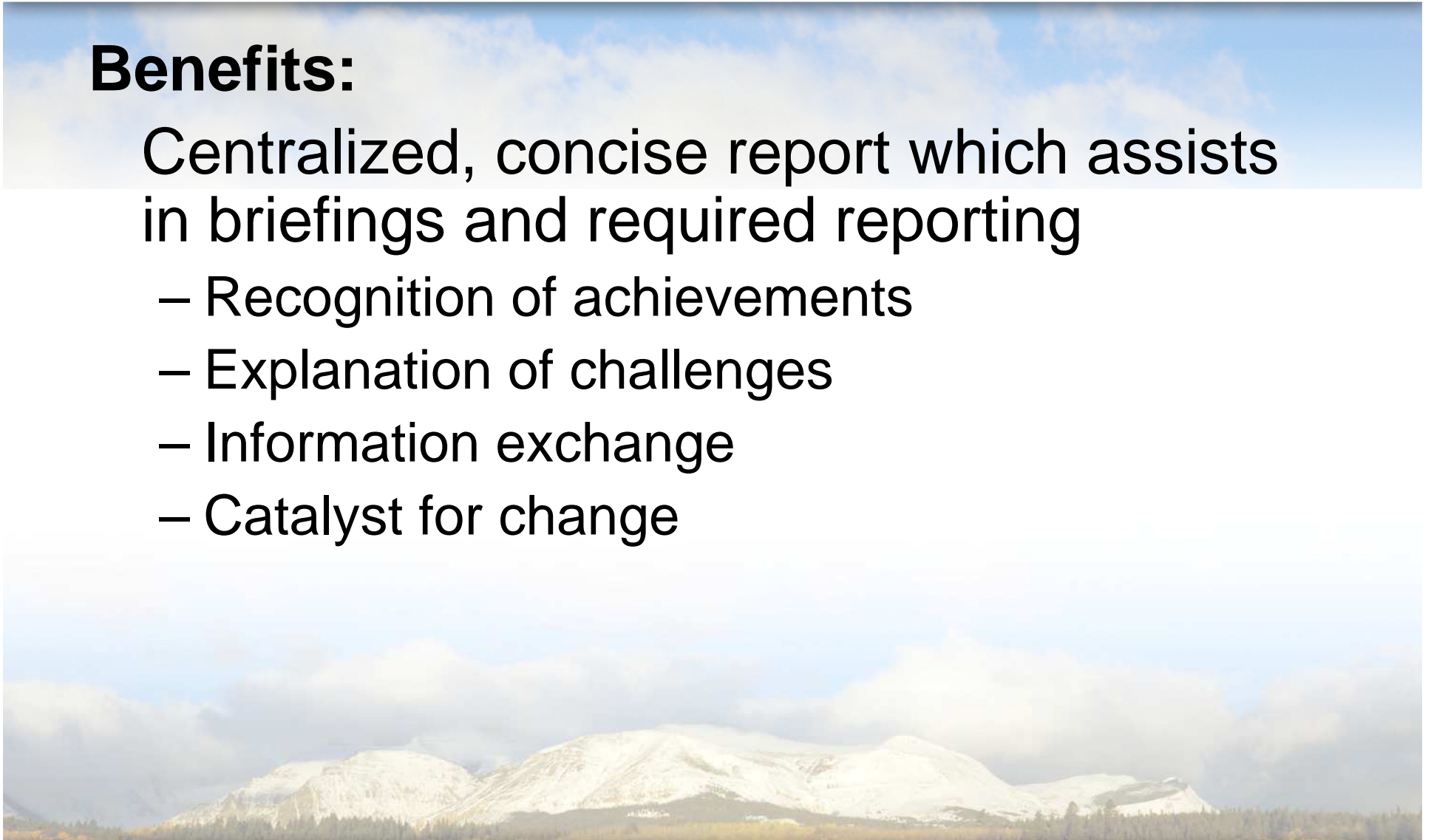


Annual Progress Report

Benefits:

Centralized, concise report which assists in briefings and required reporting

- Recognition of achievements
- Explanation of challenges
- Information exchange
- Catalyst for change



Looking Ahead



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Looking Ahead

- EMS
 - Update of policy, tools, and training
- Evaluation of EMS
 - Intranet process will stay the same
 - Questionnaire language may change
- Report
 - Report will continue to provide an overview of the EMP's annual progress in a concise, centralized report format



Questions?



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